

PROCEEDINGS OF BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD:

A regular meeting was held on: Tuesday, September 21, 2021

Board Members Present: L. Franke, S. King, B. Clancy, J. Jansch, J. Wieland, C. Erickson, T. Hansen (virtually)

Excused: K. Lukens

Others Present: K. Pahlow, A. Nizzia, S. Johnson, C. Maricque, N. Kohls, C. Ratliff, J. Titera, C. Jensky.

1. Action Item: Call to Order
S. King called the meeting to order at 2:30 PM.
2. Executive Session: The Board will move to executive session as allowed by Wisconsin Statute 19.85(a)(a)(b)(c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental bod has jurisdiction pursuant to Wis. Stats. Sec. 118.22.

Motion made by J Wieland, seconded by J. Jansch to close executive session at 3:20 PM.

Motion made by L. Franke, seconded by B. Clancy to open general session at 3:30 PM.

3. Open Forum – No public comments
4. Action Item: Approval of the August 17, 2021 Minutes
Motion made by L. Franke, seconded by J. Wieland, that the minutes of the August 17, 2021 meeting be approved. MOTION CARRIED UNANIMOUSLY.
5. Action Item: Approval of Agenda
Motion made by J. Jansch, seconded by J. Wieland, that the agenda for the September 21, 2021 meeting be approved. MOTION CARRIED UNANIMOUSLY.
6. Action Item: Donations
Abbie N. presented the donations for the month. J. Gray attended a De Pere Area Men's Club meeting and received a nice donation for Camp SOAR and Hopp Needs. Another donations was made in memory of a past parent who was deeply involved with school activities when her son was a student at Hopp.
Motion made by J. Wieland, seconded by B. Clancy, that this month's donations be approved. MOTION CARRIED UNANIMOUSLY.
7. Action Item: Payment of Bills
Disbursements for August 1, 2021 thru August 31, 2021 were presented. Expenses were routine except for larger expenses for some summer projects.
Motion made by J. Wieland, seconded by J. Jansch, that the payment of bills be approved. MOTION CARRIED UNANIMOUSLY.
8. Action Item: Financial Report
C. Maricque reviewed the financial report. General Revenue was typical for this time of year. Expenditures in the general fund reflected higher expenses for annual subscriptions and license renewals for Alio, Absence Management and Time and Attendance. Building and Site Maintenance was higher due to larger summer projects. Special Education and

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Nursing/Therapy expenses were higher due to the purchase of curriculum software and supplies.

Motion made by T. Hansen, seconded by B. Clancy, that the financial report be accepted. MOTION CARRIED UNANIMOUSLY.

9. Action Item: General Fund Transfer to Special Education Fund

Per DPI, the Special Education Fund (Fund 27) must have a zero fund balance and the Food Service Fund (Fund 50) cannot have a negative fund balance at the end of the school year. Many of our revenues need to be recorded to Fund 10 and not directly to either Funds 27 or 50 which then requires a transfer at the end of the school year.

MOTION made by J. Jansch, seconded by L. Franke, that the transfer of \$2,056,259.91 from BCCDEB's General Fund to BCCDEB's Special Revenue fund to cover the Special Revenue fund negative balance be approved. MOTION CARRIED UNANIMOUSLY.

10. Action Item: Resignation(s)

Abbie N. presented staff who will be leaving us. She wishes them all the best in their new endeavors.

Motion made by J. Jansch, seconded by B. Clancy, that the Board approve the resignation of Brittany Morien, District EC Teacher, Teri Lange, Instructional Aide and Anthony Zabel, Instructional Aide. MOTION CARRIED UNANIMOUSLY.

11. Action Item: Hire(s)

Sarah J. presented a new hire for the Denmark EC Teacher position.

Motion made by L. Franke, seconded by J. Jansch, that the Board approve the hiring of Sheilah Earnheart, District EC Teacher, pending the completion and approval of all hiring processes. MOTION CARRIED UNANIMOUSLY.

12. Discussion Item: Update on Syble Hopp Capital Campaign

K. Pahlow reported that we continue to receive donations for the new addition. We are hoping to have secured the majority of the funds needed by mid-October. Naming rights pledges have been secured. Next steps will be to finish the design by November and then send out for construction bids. Construction is scheduled to start in April or May of 2022.

13. Action Item: Approval of Contracted Service Agreement

Motion made by J. Jansch, seconded by B. Clancy, that the Board approve the contracted services agreement for Construction Management services between the BCCDEB and Miron Construction Company, Inc. MOTION CARRIED UNANIMOUSLY.

14. Discussion Item: DPI Pupil Restraint and Seclusion Report

A.Nizzia presented the Annual Pupil Restraint and Seclusion report for the 2020-2021 school year. This report will be submitted to the Department of Public Instructions as required by Wisconsin Act 118. In addition to the compliance of reporting this information, Syble Hopp School complies with the parent notification and documentation requirement and provides crisis intervention training to staff through the Crisis Prevention Institute (CPI) on an annual basis.

15. Discussion Item: COVID Update

K. Pahlow updated the Board on the school's COVID data. Mitigation practices are still in place and we are working very hard at remaining in session whenever possible. Our

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nursing staff are able to perform antigen and PCR testing here at school with the hope of having quicker results. Challenges include staff coverage and the need for staff to teach both remote and in-person when we have partial classrooms quarantined. The possibility of hiring a person to help out with remote learning was discussed.

16. Discussion Item: Administration Reports

K. Pahlow – reported that our 50th Celebration will be postponed until Spring. She also thanked the administration and nursing team for being so responsive to COVID situations that arise. Everyone has been thorough and timely with decisions. J. Jansch also thanked the staff for their work throughout the pandemic.

S. Johnson – Inservice week for staff at the beginning of the school year was very successful. We had time to learn together and also get prepared for the start of the school year. Also, student IEPs clearly state what services are required both at school and learning remotely, which is very important because we are still needing to shift between the two due to quarantining.

A.Nizzia – Homecoming will be held virtually this year again. Miss D., staff and students will all be involved organizing this event.

17. Discussion Item: Parent Organization Report

T. Hansen reported that the Parent Organization had their first meeting of the school year last week. They will continue to move forward with plans for the Winter Blast. The Staff Appreciation lunches will be catered this year instead of parents bringing in food.

18. Action Item: Adjournment

Motion made by J. Wieland, seconded by T. Hansen, that the September 21, 2021 Brown County Children with Disabilities Education Board meeting be adjourned at 4:02 PM. MOTION CARRIED UNANIMOUSLY.